



MCNEESE STATE UNIVERSITY
 LAKE CHARLES, LOUISIANA 70609
 AN EQUAL OPPORTUNITY INSTITUTION

REQUEST FOR SEALED BID

DATE	BID NUMBER
SEPTEMBER 14, 2023	D2400038

PURCHASING CONTACT	PHONE	REQUEST NO.	DEPARTMENT
Debet Hebert Email: debet@mcneese.edu	337-475-5083	R2401088	H&HP

RESPONSE DUE: OCTOBER 12, 2023 at 2:00 PM

SEE "STANDARD TERMS & CONDITIONS TO BIDDERS"

VENDORS MUST SIGN AND RETURN THE BID FORM TITLED "STANDARD TERMS AND CONDITIONS TO BIDDERS" WITH BID RESPONSE TO BE CONSIDERED FOR BID AWARD

VENDOR:

THIS BID SOLICITATION IS FOR THE PURCHASE OF SPORTS MEDICINE EQUIPMENT AND SUPPLIES TO BE DELIVERED TO McNEESE STATE UNIVERSITY, IN LAKE CHARLES, LOUISIANA.

 SEALED BIDS MUST BE RETURNED IN A SEALED ENVELOPE/PACKAGE.

PRINT THE BID NUMBER, BID DUE DATE AND TIME ON THE OUTSIDE OF THE ENVELOPE/PACKAGE AND RETURN TO SMITH HALL, ROOM 120 (150 LAWTON DRIVE) LAKE CHARLES, LA 70605 or MSU Box 92415, LAKE CHARLES, LA 70609, BY THE BID DUE DATE AND TIME.

McNEESE PURCHASING OFFICE IS NOT RESPONSIBLE FOR ANY DELAYS CAUSED BY THE CHOSEN MEANS OF SEALED BID DELIVERY (U.S. POSTAL SERVICE, FedEX, UPS, etc.). THE BIDDER IS SOLELY RESPONSIBLE FOR THE TIMELY DELIVERY OF ITS BID. FAILURE TO MEET THE BID OPENING DATE AND TIME SHALL RESULT IN REJECTION OF THE BID.

Bid must be signed below. I hereby certify that the above bid prices will remain in effect until the goods are delivered if the order is placed within 30 days after bid opening date. Validity of this bid is dependent on the following information:

Delivery _____ days ARO/TERMS _____

All bids include prepaid delivery, F.O.B. to McNeese State University

SIGNATURE _____

DATE: _____

McNEESE STATE UNIVERSITY IS TAX EXEMPT.

SUCCESSFUL BIDDER MUST ACCEPT PURCHASE ORDERS.

THE USE OF BRAND NAMES ON LINE ITEMS 1-37 IS FOR THE PURPOSE OF DESCRIBING THE STANDARD OF QUALITY, PERFORMANCE, AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. IF YOU ARE SUBMITTING A BID WITH A SUBSTITUTE BRAND, YOU MUST SUBMIT THE ITEM NUMBER, SKU AND BRAND NAME WITH YOUR BID.

ALL ITEMS ARE TO BE NEW AND NOT REFURBISHED OR USED.

*****ANY INQUIRIES MUST BE SENT TO debet@mcneese.edu BY September 28, 2023.*****

DEPARTMENT CONTACT IS KEVIN HARGRAVE AT khargrave@mcneese.edu.

PLEASE READ SPECIFICATIONS CAREFULLY.

SPECIFICATIONS ARE AS FOLLOWS:

ITEM #1 – NORMATEC 3 LEG COMPRESSION THERAPY – SIZE STANDARD OR A PRODUCT THAT IS EQUAL.

Quantity: 1 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #2 – NORMATEC 3 LEG COMPRESSION THERAPY – SIZE TALL OR A PRODUCT THAT IS EQUAL.

Quantity: 1 EACH **Unit Cost:** _____ **Total: \$** _____

ITEM #3 – NORMATEC SERIES CARRY CASE FOR LINE ITEMS 1 AND 2 OR EQUAL.

Quantity: 2 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #4 – SHIPPING AND HANDLING FOR LINE ITEMS 1 – 3.

Indicate "0" or none if included in unit pricing.

Quantity: 1 EACH **Unit Cost: \$** _____ **Total: \$** _____

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ITEM #5 – SMARTCUFFS G4 (generation 4) FULL BODY MED AND LARGE CUFF WITH PUMP. ONE SET WITH USB-C CHARGING BLOCK AND CABLE.

Quantity: 1 EACH **Unit Cost:** _____ **Total: \$** _____

ITEM #6 – SMARTCUFFS CASE FOR LINE ITEM 5.

Quantity: 1 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #7 – SHIPPING AND HANDLING FOR LINE ITEMS 4 AND 5.

Indicate "0" or none if included in unit price.

Quantity: 1 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #8 – INTELECT LEGEND XT SYSTEM 4-CHANNEL WITH CART

Electrotherapy/Utrasound Combo Unit.

Quantity: 2 EACH **Unit Cost:** _____ **Total: \$** _____

ITEM #9 – SHIPPING AND HANDLING FOR LINE ITEM 8.

Indicate "0" or none if included in the unit price.

Quantity: 1 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #10 – THERATOUGH LX2 LASER LIGHT UNIT ONLY.

Quantity: 1 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #11 – SHIPPING AND HANDLING FOR LINE ITEM 10

Indicate "0" or none if included in the unit price.

Quantity: 1 EACH **Unit Cost:** _____ **Total: \$** _____

ITEM #12 – GAME READY CONNECTOR HOSE – 6 FEET

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Quantity: 2 EACH Unit Cost: \$ _____ Total: \$ _____

ITEM #13 – GAME READY ANGLE WRAP – SIZE LARGE

Quantity: 1 EACH Unit Cost: \$ _____ Total: \$ _____

ITEM #14 – GAME READY KNEE WRAP-OS WITH ATX

Quantity: 1 EACH Unit Cost: _____ Total: \$ _____

ITEM #15 – GAME READY SHOULDER WRAP – RIGHT / SIZE LARGE

Quantity: 1 EACH Unit Cost: \$ _____ Total: \$ _____

ITEM #16 – GAME READY HIP AND GROIN WRAP WITH ATX. LEFT SIDE.

Quantity: 1 EACH Unit Cost: \$ _____ Total: \$ _____

ITEM #17 – GAME READY FULL LEG WRAP – BT WITH ATX. SIZE LARGE.

Quantity: 1 EACH Unit Cost: _____ Total: \$ _____

ITEM #18 – SHIPPING AND HANDLING OF LINE ITEMS 12 – 17.

Indicate "0" or none if included in the unit pricing.

Quantity: 1 EACH Unit Cost: \$ _____ Total: \$ _____

ITEM #19 – THERADOT 200 PORTABLE DEEP OSCILLATION THERAPY DEVICE

Quantity: 2 EACH Unit Cost: \$ _____ Total: \$ _____

ITEM #20 – SHIPPING AND HANDLING FOR LINE ITEM 19.

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Quantity: 1 EACH Unit Cost: _____ Total: \$ _____

NOTE: Shipping and handling charges must be included in the unit cost for line items 21 – 37.

ITEM #21 – CUPPING THERAPY. 17 PIECE DELUXE PUMP SET

To contain plastic cups that are shock and heat resistant, which allows them to be sterilized in boiling water. Each cup also uses easy release air-locking valves. Cup sets include a pistol grip hand pump and carrying case. Set to include 21" extension tube.

Quantity: 2 EACH Unit Cost: \$ _____ Total: \$ _____

ITEM #22 – FMX4 EXTRACTOR

Quantity: 2 EACH Unit Cost: \$ _____ Total: \$ _____

ITEM #23 – TRAINERS ANGEL FACEMASK REMOVAL TOOL

Quantity: 2 EACH Unit Cost: _____ Total: \$ _____

ITEM #24 – GONIOMETER RADIOPAQUE – PLASTIC 12" – 360 DEGREE HEAD – 6" ARMS: ASSISTS IN PHYSICAL THERAPY BY DETERMINING RANGE OF MOTION OF A JOINT AS WELL AS EVALUATING AND GUAGING RECOVERY AFTER SURGERY OR PHYSICAL THERAPY.

Quantity: 5 EACH Unit Cost: \$ _____ Total: \$ _____

ITEM #25 – TAPE MEASURE – 60".

Quantity: 10 EACH Unit Cost: \$ _____ Total: \$ _____

ITEM #26 – CRAMER RAPID FORM IMMOBILIZER – 4 PIECE NEW. (Arm, leg, XL leg and ankle).

Quantity: 1 EACH Unit Cost: _____ Total: \$ _____

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ITEM #27 – ACTISPLINT FOR FIRST AID AND EMERGENCY. SIZE 4.5"x36"/EACH ROLLED.

Quantity: 10 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #28 – HARTMANN-CONCO DELUXE LF ELASTIC WRAP. Size 4" x 11 yards.

Quantity: 15 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #29 – ADJUSTABLE INCLINE BOARD. 14" x 18" FOOT BOARD WITH ADJUSTMENT HANDLES, NON-SLIP SURFACE. ADJUSTS FROM 5-25 DEGREES IN 5 DEGREE INCREMENTS.

Quantity: 1 EACH **Unit Cost:** _____ **Total: \$** _____

ITEM #30 – ECONOMY OTOSCOPE SET:

Features: 2.5V lamp, Bayonet locking otoscope head, removable 4x magnifying lens, rheostatic on/off switch, autoclavable, polypropylene ear specula in sizes 2.5mm, 3.5mm, and 4.5mm, knurled brass handle. Include zippered leatherette storage pouch and speculas.

Quantity: 4 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #31 – PORTABLE NEBULIZER:

Handheld Ultrasonic Nebulizer to include rechargeable NiMH battery, AC adapter, Nasal piece, 2 mouth pieces, 5 reusable medication cups, extension tube, child mask, adult mask, drawstring carrying case and detailed instructions.

Quantity: 1 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #32 – FOAM ROLLER SIZE 6" x 12".

Quantity: 2 EACH **Unit Cost:** _____ **Total: \$** _____

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ITEM #33 – FOAM ROLLER SIZE 6" x 36" FULL.

Quantity: **2 EACH** Unit Cost: \$ _____ Total: \$ _____

ITEM #34 – FOAM ROLLER SKU 30-2110-24 – HALF ROUND SIZE 3" x 36".

Quantity: **2 EACH** Unit Cost: \$ _____ Total: \$ _____

ITEM #35 – FOAM ROLLER WALL RACK – HOLDS 6.

Quantity: **1 EACH** Unit Cost: \$ _____ Total: \$ _____

ITEM #36 – MEDICINE BALLS – SET OF 5.

Quantity: **1 SET** Unit Cost: \$ _____ Total: \$ _____

ITEM #37 – MINI MAG LIGHT WITH AA BATTERIES.

Quantity: **10 EACH** Unit Cost: _____ Total: \$ _____

*****NOTE: LINE ITEMS 38 – 42 ARE BRAND SPECIFIC AND ARE PROPRIETARY. NO SUBSTITUTIONS WILL BE ACCEPTED FOR THESE ITEMS.**

THE ITEMS BELOW REQUIRE CUSTOM GRAPHICS THAT WILL BE PROVIDED TO SUCCESSFUL BIDDER via ELECTRONIC FILES . ARTWORK IS 3 COLORS AND THE SIZE IS APPROXIMATELY 6" x 6".

ALL CHARGES ASSOCIATED WITH PRINTING MUST BE INCLUDED IN THE UNIT PRICES.

IN ACCORDANCE WITH UNIVERSITY POLICY, ALL ITEMS CUSTOMIZED WITH ANY McNEESE STATE UNIVERSITY NAME, LOGO OR OTHER IDENTIFYING MARKS OR WORDING ("INDICIA"), WHETHER FOR INTERNAL CONSUMPTION OR EXTERNAL DISTRIBUTION, MUST BE PRODUCED BY A LICENSED VENDOR (IMGCL MANAGES OUR LICENSING PROGRAM), UNLESS NO LICENSED VENDOR EXISTS THAT CAN PRODUCE THE ITEM.

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SIGNATURE _____ **DATE:** _____

FOR MORE INFORMATION ON BECOMING A LICENSED VENDOR, CONTACT information@clc.com OR VISIT <http://www.imgcollegelicensing.com/Licensing-Info.aspx>.

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ALL ARTWORK MUST BE APPROVED BY THE OFFICE OF MARKETING AND LICENSING AS WELL AS THE DEPARTMENT PRIOR TO PRODUCTION.

ITEM #38 – ATHLETIC EDGE 2-SECTION THERA-P ELECTRIC TREATMENT TABLE. NEW. SKU: PT1102

Quantity: 6 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #39 – BRANDING KIT 2 – SLIP COVER TABLE BASE FOR LINE ITEM 38. SKU: S1171 WITH CUSTOM GRAPHICS/LOGO.

Quantity: 6 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #40 – SHIPPING AND HANDLING CHARGES FOR LINE ITEMS 38 AND 39.

Indicate "0" or none if included in the unit cost.

Quantity: 1 EACH **Unit Cost:** _____ **Total: \$** _____

ITEM #41 – ATHLETIC EDGE ROLLING STOOLS WITH COLOR EDGE PRINT CUSTOM LOGO. HEAVY-DUTY SWIVEL CASTERS AND PNEUMATIC CONTROLS THAT ADJUST SEAT HEIGHT FROM 16 TO 22. PADDED VINYL SEAT. LOAD CAPACITY: 300 lb.

Quantity: 12 EACH **Unit Cost: \$** _____ **Total: \$** _____

ITEM #42 – SHIPPING AND HANDLING CHARGES FOR LINE ITEM 41.

Indicate "0" or none if included in the unit cost.

Quantity: 1 EACH **Unit Cost: \$** _____ **Total: \$** _____

GRAND TOTAL \$

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STANDARD TERMS & CONDITIONS TO BIDDERS
FAX #337-475-5082

PROPOSALS: The proposal must be received by the Purchasing Department, McNeese State University, before the time set for receiving bids. Bids received after the time set will not be considered. Bidder shall assume full responsibility for timely delivery at location designated for receipt of bids. Prices must be clear and be written in ink or typewritten, and the ITB AND Terms & Conditions must be signed in ink. Be sure bid number and due date are clearly shown on outside of package or envelope. Please see return address on the face of the bid form.

STANDARDS OF QUALITY AND ANY ALTERNATE: Any product or service bid shall conform to all applicable Federal and State Laws and Regulations and the specifications contained in the solicitation. Unless otherwise specified in the solicitation, any manufacturer's name, trade name, brand name, or catalog number used in the specification is for the purpose of describing the standard of quality, performance, and characteristics desired and is not intended to limit or restrict competition. Bidder must specify the brand and model number of the product offered in his bid. Bids not specifying brand and model number shall be considered as offering the exact products specified in the solicitation.

When a Pre-Bid Conference is scheduled, no alternative will be considered unless the above conditions are complied with and the "Request for Approval of Alternate" form is completed and returned. This form will be attached when applicable. Only alternates which are approved and acknowledged by addendum following the Pre-Bid Conference will be considered for award at the bid opening. **DO NOT SUBMIT BIDS ON UNAPPROVED ALTERNATES.**

The burden of proof of the merit of the proposed substitute is upon the proposer. The Purchasing Director's decision of approval or rejection of a proposed substitute shall be final.

SAMPLES/DESCRIPTIVE LITERATURE: The envelope/package containing samples and/or descriptive literature submitted by mail for consideration at the Pre-Bid Conference must be labeled in accordance with the instructions given on the "Request for Approval of Alternate" form.

When requested, samples submitted will be returned at bidder's risk and expense provided they have not been made useless through tests.

PRICES: Unless otherwise specified by McNeese in the solicitation, bid prices must be complete, including transportation prepaid by bidder to destination and firm for acceptance for a minimum of 30 days. If accepted, prices must be firm for the contractual period. Bids other than F.O.B. destination may be rejected. Prices should be quoted in the unit (each, box, case, etc.) as specified in the solicitation.

BID OPENING: Bidders may attend the bid opening, but no information or opinions concerning the ultimate contract award will be given at the bid opening or during the evaluation process. Bids may be examined within 72 hours after bid opening. Information pertaining to completed files may be secured by visiting McNeese during normal working hours. Written bid tabulations will not be furnished.

AWARD OF BIDS: McNeese State University reserves the right to award items separately, grouped, or on an all-or-none basis, and to reject any or all bids and waive any informalities incident thereto.

DELIVERY FAILURE: If the vendor fails to make delivery within the time specified on bid documents or within a reasonable time if no delivery time is specified McNeese reserves the right to cancel the item and to purchase it elsewhere. Any increase in price and/or cost of handling will be charged to the vendor making the original unsatisfactory delivery. Consistent unsatisfactory deliveries will be considered just cause for deleting a vendor from bid lists.

TERMINATION OF THIS AGREEMENT FOR CAUSE/CONVENIENCE: McNeese may terminate this agreement for cause based upon the failure of Contractor to comply with the terms and/or conditions of the Agreement, or failure to fulfill its performance obligations pursuant to this agreement, provided that McNeese shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct such failure and thereafter proceeded diligently to complete such correction, then McNeese may, at its option, place the Contractor in default and the Agreement shall terminate on the date specified in such notice.

The Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of McNeese to comply with the terms and conditions of this agreement, provided the Contractor shall give McNeese written notice specifying McNeese's failure and a reasonable opportunity for McNeese to cure the defect.

McNeese may terminate the Contract at any time by giving thirty (30) days written notice to the Contractor of such termination or negotiating with the Contractor an effective date.

SOLICITATIONS FOR (MOST) GOODS, NOT SERVICES, INCLUDE THE LOUISIANA PRODUCT PREFERENCE AS STATED BELOW:
IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 39:1604, A PREFERENCE MAY BE ALLOWED FOR PRODUCTS MANUFACTURED, PRODUCED, GROWN, OR ASSEMBLED IN LOUISIANA OF EQUAL QUALITY.

PREFERENCES SHALL NOT APPLY TO SERVICE CONTRACTS.

Do you claim this Preference? YES _____ NO _____

Specify Line Number(s): _____

Specify location within Louisiana where this product is manufactured, produced, grown or assembled: _____

NOTE: If more space is required, include on separate _____

sheet.) Do you have a Louisiana business workforce? YES _____ NO _____

If so, do you certify that at least fifty percent (50%) of your Louisiana business workforce is comprised of Louisiana residents? YES _____ NO _____

IN ACCORDANCE WITH L.R.S. 39:1594 (ACT 121), THE PERSON SIGNING THE BID MUST BE:

1. A current corporate officer, partnership member or other individual specifically authorized to submit a bid as reflected in the appropriate records on file with the Secretary of State; or
2. An individual authorized to bind the vendor as reflected by a corporate resolution, certificate or affidavit; or
3. Other documents indicating authority which are acceptable to the public entity.

By signing and returning this document (along with bid), you are certifying compliance with all Terms and Conditions set forth.

Signature & Company Name

Date